

DADE HERITAGE TRUST
Executive Committee Meeting Minutes

Date:	October 19, 1999
Location:	DHT Headquarters

Present:		Absent:	
Enid Pinkney	Rachel Parsons	Thorn Grafton	Penny Lambeth
Bill Murphy	Jeanette Poole	George Neary	
Becky Matkov			

The meeting was called to order at 12:30 p.m.

I. Approval of the Minutes

A motion to approve the minutes was made by J. Poole , seconded by Bill Murphy; passed.

II Treasurer's Report

Bill Murphy presented the Financial Statement for September 1999. See attached.

Bill stated that according to the current financial status, "at this rate DHT will not be here next year" and that at the next Board meeting we need to focus the entire Board on the immediate need for income. Bill will not be able to attend the next Board meeting, but will be submitting a written report. He requested that President Enid Pinkney impress upon the members our dire financial situation and motivate them.

Becky Matkov is to approach foundations for donations.

Bill Murphy suggested sending out a "special appeals" letter. The Board advised Becky Matkov to draft a letter to be sent out from DHT by Enid Pinkney and Bill Murphy.

III. Hurricane Damage

A tree to the south of DHT headquarters fell on the walkway, porch and south entrance. B. Matkov is to call Margaret Pelton and ask her company to assist us with the clean up and help in "propping up" some of the downed trees.

IV. Grant Update

Enid Pinkney will represent DHT for a State grant applied for by the City of Miami in the amount of \$150,000.

B. Matkov will go to Tallahassee in November to ask for a \$28,000 State grant.

V. Miami Circle

The Miami Circle fundraising event was held at Fairchild Tropical Gardens on October 10th. The attendance raised \$12,000 and DHT presented a check for \$6,000 (\$2,000 from The Villagers and \$4,000 from individual donations), plus a check for \$3,000 from a Vision Earth Society.

Archeologists are back working on the site.

The Executive Committee discussed DHT's continuing efforts for raising funds for the Circle. B. Matkov is to ask Blanca Mesa to chair the Miami Circle fundraising committee.

Prepared by: Rachel Perkins Parsons

On October 23rd from 2 to 6 p.m. Swire Property is hosting a "History Day." B. Matkov is to contact Don MacCullough to have a DHT table at this event.

VI. Endangered Sites List

George Neary, Advocacy chair, was not available to report.

VII. Preservation Today

The magazine is to come out in November 1999. DHT is still receiving ads for this publication.

VIII. Miami's Historic Neighborhoods Book

DHT will receive 500 copies of the book to sell. The goal is for publication to be complete for sales during Dade Heritage Days. Ten authors have not yet submitted their chapters.

IX. Dade Heritage Days

On October 13th DHT hosted a meeting at its headquarters for participants in Dade Heritage Days. The meeting included general discussion on how to improve and advertise the events.

X. General Discussion

Thanks to Bill Murphy and Northern Trust for hosting a luncheon to educate local bankers regarding the value of restoration.

B. Matkov and Enid Pinkney met with Dade County School Board administrators Joe Mathis and Lilia Garcia to discuss their becoming more involved in DHT events. Specifically, for the School Board to contract with DHT for prospective Historic Tours.

Next Board meeting: Tuesday, October 26 at 5:30 p.m.

Holiday Party: December 7th, at Arva Parks' home

Submitted by: Rachel Parsons, Secretary

Prepared by: Rachel Perkins Parsons

Agenda for the Dade Heritage Trust Board of Trustees Meeting
Tuesday, October 26, 1999

5:30 p.m. -- Refreshments

6:00 p.m.----Call to order

Approval of Minutes

Treasurer's Report--Imperative to raise funds!

Grants--Miami- Dade Cultural Affairs--received \$20,400 for Dade Heritage Days

Asking State for \$28,000 grant for S.Fla. Heritage Tourism --

Fundraising Opportunities--Advertise in Preservation Today

Secure new members

Help with Holiday Party Dec. 7th

Buy on shop2give.com website and specify DHT

Advertise on DHT websites-- dadeheritagetrust.org
historicmiami.com

Purchase a profile in Miami's Historic
Neighborhoods book

Be or get a sponsor of Dade Heritage Days

Be or get a sponsor of "Building Bridges Award"

March 18th gala dinner

Promote planned giving to DHT

Executive Director's Report--Revolving Fund Program a success--thanks to Bill Murphy and Northern Trust for a bankers luncheon--future direction?

President's Report--Enid Pinkney

Volunteer/Membership--Dolly MacIntyre

Hurricane damage--Thanks to Jane Capporelli for help in uprighting several trees and to Officer Carlos Saavedra and assistants for help with downed tree on porch
Miami Circle--Blanca Mesa

Lummus Park--Thorn Grafton

Endangered Sites List --George Neary

Miami City Cemetery--Penny Lambeth

Historic Tours--Judy Pruitt

Education--Ruth Jacobs

Tuesday November 30 ?--Next Board Meeting

Tuesday, December 7, 1999, 6:30 p.m. --Holiday Party at home of Arva Parks

Sunday, January 16, 3 p.m.--Florida Trust tour and reception at Bonnet House in Ft. Lauderdale

DADE HERITAGE TRUST
Board of Trustees Meeting Minutes

Date:	September 22, 1999
Location:	DHT Headquarters

Present:	Judy Pruitt	Absent:	Tina Lane
Enid Pinkney	Neil Robertson	George Neary	Margaret Pelton
Bill Murphy	Gene Tinnie	Luis Ajamil	
Rachel Parsons	Jeanette Poole	B.J. Smith	
Herb Sosa	Thorn Grafton	Don MacCullough	
Becky Matkov	Penny Lambeth	Richard Heisenbottle	
Jane Caporelli	Raeganne Eastman	Patricia Allen	
Dolly MacIntyre	Advisor:	Blanca Mesa	
Randall Robinson	Ruth Jacobs	Joyce Kory	

The meeting was called to order at 6:15pm

I. Approval of the Minutes

A motion to approve the minutes of July 15, 1999 was made by Dolly MacIntyre , seconded by Bill Murphy, passed.

II Treasurer's Report

Bill Murphy presented the DHT financial position for Aug. 01, 1999. Bill stated that DHT needs to refocus as a Board to bring in more income. The audit will be completed next week by DHT's new auditor Fritz Grant, and will be a "clean" audit. There was a lump sum expense for insurance of \$5,302.70 this month.

Bill Murphy suggested the following to increase our immediate revenue:

- Each Board Member needs to pay **at least their required \$100 membership dues**. He has a list of unpaid Board Members if anyone is in doubt. The Board Members whose dues are past due will be invoiced by mail this week.
- An easy and quick way to increase income is by Board members selling advertisements for the upcoming Preservation Today Magazine. Bill and Becky are asking each Board Member to sell at least two ads by the September 30th deadline. Bill will be keeping a list of ads sold and will be communicating with the Board. The circulation for this magazine is 3,000. * See the attached advertising rate sheet.

Grants:

- Lummus park Grant for the Wagner Homestead and Ft. Dallas. Richard Heisenbottle wrote this grant on behalf of the City of Miami and applied for \$150,000 to the State Bureau of Historic Preservation. This grant is to be reviewed by the Bureau on Oct. 5th-7th in Talassee. Enid Pinkney will be going to represent DHT. Becky Matkov is to ask the City to cover the cost of Enid's expenses. This grant would be matched with county bond money from the Safe Neighborhoods Park Special Category Funds.
- Dade Heritage Days Grant applied for \$25,000 to the Miami Dade Cultural affairs Council. The Council will meet Sept. 23rd.
- Saving and Seeing Historic Sites Grant submitted to the State Bureau for Historic Preservation for \$28,000 for Heritage Tourism, including a DHT website, a publication and a series of historic tours

on topics such as Women's Heritage. This grant is to be reviewed by the Bureau on Nov. 16th in Tallahassee.

A motion to accept the Treasurer's Report was made by Rachel Parsons, seconded Neil Robertson, passed.

III. Executive Directors Report:

- A. New part time staff- Debbie Tackett, who interned this summer, has been hired.
- B. DHT's Newsletter "Preservation Today" has been mailed out. Many Thanks to Dolly MacIntyre.
- C. Dollars and Sense of Restoration Workshop: DHT partnered with the Historic Homeowners Alliance in this workshop. Stanley Lowe from Pittsburgh, Pa. was the featured speaker, with approximately 130 attendees.
- D. Revolving fund: DHT needs to establish a committee to develop an action plan for the establishment of a revolving fund. On Oct 7th at the Koubek Center DHT will host a wine and cheese reception. Harriet Plyler, a community leader from Tampa, is going to present a slide show on how her small nonprofit organization established a \$20 million dollar revolving fund for the blighted Tampa Heights Neighborhood. On Oct. 8th Bill Murphy has arranged for Northern Trust to host a luncheon of area bankers who specialize in First Home Loans in economically depressed areas. Ms. Plyler will also address this group.
- E. Miami Circle: On Oct. 10th the Urban League is organizing a fundraising event at Fairchild Tropical Gardens- \$100 per person. DHT will make a presentation of their funds raised for the Circle. All DHT Circle contributions, both financial and pro bono, will be listed in the upcoming Preservation Today Magazine. Of the Elizabeth Ordway Dunn Grant of \$25,000, \$15,000 was to support DHT efforts for the acquisition and preservation of the Circle.
- F. Miami's Historic Neighborhoods Book: DHT has so far received \$9,000 income from the sale of the profiles for this book. Becky Matkov again urged Board Members to assist in selling profiles. The plan is for the book to go to the printers by Dec. 1st and hopefully ready for distribution in March 2000.
- G. Lummus Park: Judy Pruitt met with Al Ruder and Jose Casanova to discuss proposing for DHT to manage a Heritage Visitors Center at Lummus Park. ** See attached "Outline of Proposal for Lummus Park in Increasing Scope". DHT plans to also meet with area neighbors, to include children and the elderly, to discuss the proposal in an effort to solicit their input and support. Judy asked the Board for their input for sites for the Historic Tours.

A motion was made for Judy Pruitt to go ahead with the negotiations with the city to establish tours from Lummus Park. Moved by Gene Tinnie, seconded Penny Lambeth, passed.

IV. President's Report

Enid Pinkney and Becky Matkov met with Dade County School administrators to discuss plans for involving more school children in DHT events.

The Miami City Cemetery Commemorative Service is planned for April 30, 2000, and will honor A.C. Lightburn, Judge Thomas, and Ella Mitchell. The Committee will also have a fundraising luncheon on March 20th at DHT.

V. Committee Reports:

A. Membership and Volunteers: Dolly MacIntyre:

Dolly has had several meetings regarding fundraising and volunteers.

There will be a meeting regarding "Development and Planned Giving" on Oct. 13th at 5:30.

DHT sent out a letter of invitation to join DHT to 900 of The National Trust membership living in Dade County.

Dolly requested that each Board member either donate \$10 or bring a food item to the Wine and Cheese Reception on Oct 7th to be held at the Koubek Center.

B. City Cemetery- Penny Lambeth:

The Fence is going up!!! Penny reported a 95% success rate in the tree planting. She asked that the City Cemetery be included in any planned Historic Tours.

Penny recently attended a U.S. Gravestone Convention in Fairfax, Va. She has been invited to speak regarding DHT and the Miami City Cemetery at the convention next year. DHT will also be profiled in "A Tomb with a View" publication.

C. Dade Heritage Days- Jeanette Poole:

One of the goals of the Dade Heritage Days Committee is to develop ways to increase profits during the events.

General discussion regarding past and future meetings, a possible theme for Dade Heritage Days- "Building Bridges from the Past to the Future", potential sponsorship, bus tours of historic bridges, Historic Schools, a boat race "Ship of Fools", historic 5K run.

Jeanette requested Board input into money making events for Dade Heritage Days. The Board suggested charging all participants in Dade Heritage Days a modest donation –i.e. \$25 a listing, \$50 enhanced listing, \$75 multiple listing.

- The Kickoff Event for Dade Heritage Days is March 18th at the Deering Estate. The Committee is looking into the possibility of having foods from various cultures donated and or co-sponsoring the event.

D. Advocacy- Gene Tinnie

Virginia Key Vision: "For the Historic Site to be restored and reconstructed as non-residential, with an Interpretive Center Vs an Eco-tourism Park.

There was a Virginia Key family reunion held on Labor Day.

Gene requested the continued support of DHT for Virginia Key to remain as a Heritage Site with environmental concern.

E. Education- Ruth Jacobs:

The committee meeting has been rescheduled for Sept. 27th at 10:30am. A School Art Contest during Dade Heritage Days is being developed and Historic Tours will be discussed.

F. General Discussion:

* Randall Robinson requested Board approval to use DHT's mailing list for MBCDC's upcoming Historic Railways Seminar

A motion that DHT give MBCDC our mailing list for the Railway Seminar was made by Bill Murphy, seconded by Thorn Grafton, passed.

* DHT taking the challenge of establishing a coalition of Historic Groups with mutual interests: Neil Robertson and Dolly MacIntyre suggested that DHT set up an organizational meeting as soon as possible for this purpose. Herb Sosa and Randall Robinson agreed to work up a list of people/ groups on Miami Beach. Jane Caporelli volunteered to organize this meeting of groups with shared interests in November.

The meeting was adjourned at 8:30 p.m.

TO: Dade Heritage Trust Board Members
FROM: Bill Murphy, Treasurer
DATE: October 26, 1999
RE: Treasurer's Report

I am sorry not to be at tonight's meeting; I had an obligation with work I couldn't change.

As you can see on the attached September balance sheet and income statement, we are in a very serious financial circumstance. Summer is traditionally a quiet time for bringing in revenues, but our expenses have been charging right along, seriously depleting our cash reserves.

	<u>July</u>	<u>August</u>	<u>September</u>
Income	\$ 2,199	\$ 3,860	\$ 6,476
Expenses	(12,389)	(12,524)	(17,950)
Profit/(Loss)	<u>\$ (10,190)</u>	<u>\$ (8,664)</u>	<u>\$ (11,474)</u>

Thus in the last three months, our cash balances have been reduced by \$30,328. Excluding the Miami Circle and Florida Lighthouse accounts, our operating funds are at a precariously low \$35,534.

If these patterns continue, we will close the doors of Dade Heritage Trust in 3-4 months!

In addition to immediately canceling all discretionary spending, we desperately need to raise funds. Some ideas raised by the Executive Committee include a special appeal letter to all members and making the Holiday party an expense-free fundraiser. Please spend some significant time tonight focusing on what we can do now to put some cash back in the bank.

After more than a quarter of a century helping to preserve this community, Dade Heritage Trust needs our help...and we, the Board members, have a responsibility to ensure its continued viability.

Assets

Current Assets	
Miami Circle Acct	\$ 25,761.60
Florida Lighthouse	10672.28
DHT Operating Acct.	20000.00
DHT Mutual Fund	15534.68
Prepaid Expenses	1256.89
Total Current Assets	\$ 73,225.45
Property & Equipment	\$ 25,463.00
Accumulated Depreciation	(23128.00)
	2335.00
Other Assets	100.00
Deposits	
Total Other Assets	0.00
Total Assets	\$ 75,660.45
	=====

Liabilities & Fund Balances

Current Liabilities	
Refundable Advances:	\$ 9,427.81
(Miami Historic Neighborhoods)	
Total Current Liabilities	\$ 9,427.81
Long-Term Liabilities	0.00
Total Long-Term Liabilities	0.00
Total Liabilities	\$ 9,427.81
Fund Balances	
Fund Balance - Unrestricted funds	\$ 56,232.64
Temporary Restricted Funds	10000.00
Total Fund Balances	\$ 66,232.64
Total Liabilities & Fund Balances	\$ 75,660.45
	=====

DHT - September Income/Expense
09/01/99 Through 09/30/99

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Category Description	09/01/99- 09/30/99
INFLOWS	
3100-Membership Dues	1,370.00
3200-Donations	1,115.00
3350-Advertising Income	1,512.50
3400-Publication Sales	66.24
3500-Meeting/Event Income	2,249.64
3900-Interest Income	8.69
3901-Investment/Dividend Income	153.44
TOTAL INFLOWS	6,475.51
OUTFLOWS	
5000-Salary Expenses	7,223.36
5115-DHT Meetings - catering	54.91
5400-Permits & Licenses	428.00
5600-Utilities	193.04
5710-Accountant Fees	750.00
5800-Advertising & Promotion	100.00
5810-Printing	441.94
5830-Special & Fundraising Events: Expenses/Catering/Spkrs	4,076.35
5840-Seminars/Conferences/Meetings	517.00
6010-Payroll Taxes	675.01
6015-Medical Insurance	582.00
6200-Vehicles Expense	3.00
6300-Payroll Processing Service	77.75
6310-Office Supplies	196.08
6320-Telephone	21.03
6330-Dues & Subscriptions	500.00
6500-Bank Charges	10.00
6521-Credit Card discount fee - membership sales	5.37
6610-Equipment - Lease & Maintenance	806.55
6810-Postage	393.90
6830-Travel (Transportation & Lodging)	895.00
TOTAL OUTFLOWS	17,950.29
OVERALL TOTAL	-11,474.78

Executive Director's Report for October 26, 1999 Board Meeting

Community Outreach and Meetings:

Sept. 23—Attended Cultural Affairs Grants Panel; Met with DHT Fundraising

Sept. 27—Met with Flora Tartaglia re Historic Neighborhoods book

Sept. 28—Spoke at Junior League Provisional meeting about historic preservation

Sept. 29—Met with Don Slesnick, Jr., re developing website

Attended Board meeting of Cape Florida Lighthouse CSO

Sept. 30—Convened Miami Circle meeting at DHT

Oct. 4—Attended Prologue Society luncheon; Met with DHT Development Committee

Oct. 5—Met with Kara Kautz and Lisa Dorfman re Historic 5 mile Run

Met with PR Committee

Oct. 7—Hosted guest speaker Harriet Plyler and toured Lummus Park area with Carlos Saavedra, Joyce Meyers, Dianne Johnson and William Kydell

Oversaw presentation of DHT program at Koubek Center

Oct. 8—Participated in luncheon for Harriet Plyler and bank CRA officers hosted by Northern Trust to discuss revolving funds

Oct. 9—Attended Talladega College luncheon honoring Enid Pinkney

Oct. 10—Attended Miami Circle Fundraiser at Fairchild Garden

Oct. 11—Delivered a ham to Ellen Uggioni's home on the death of her mother; prepared Peacock Foundation final grant report

Oct. 12—Met with Enid and Dade School administrators Joe Mathos and Lilia Garcia

Oct. 12—Went on Miami River boat trip with Rep. Ros-Lehtinen

Oct. 13—Met with Joyce Meyers and Diane Johnson re Lummus Park; Met with Dade Heritage Days Committee

Oct. 18—Attended Bill Colson's funeral

Oct. 19—Met with Don Slesnick Jr. re website

Oct. 20—Met at office of Luis Ajamil with "Building Bridges" Committee

**Agenda for the October 19, 1999
Dade Heritage Trust Executive Committee Meeting
DHT
12 Noon**

Call to order

Approval of minutes

Treasurer's report

Hurricane damage

Grant updates

Miami Circle

Endangered Sites List

Preservation Today

Miami's Historic Neighborhoods Book

Dade Heritage Days

Board Meeting--Tuesday, October 26

Holiday Party--Dec. 7th at Arva Parks

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6310-Office Supplies	196.08
6320-Telephone	21.03
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6500-Bank Charges	10.00
6521-Credit Card discount fee - membership sales	5.37
6610-Equipment - Lease & Maintenance	806.55
6810-Postage	393.90
6830-Travel (Transportation & Lodging)	895.00
TOTAL OUTFLOWS	17,950.29
OVERALL TOTAL	-11,474.78

DADE HERITAGE TRUST
Executive Committee Meeting Minutes

Date:	September 21, 1999
Location:	DHT Headquarters

Present:	Absent:
Enid Pinkney	Becky Matkov
Bill Murphy	Thorn Grafton
Rachel Parsons	Penny Lambeth
Jeanette Poole	George Neary

The meeting was called to order by Enid Pinkney at 12:35 PM

I. Approval of the Minutes

A motion to approve the minutes of August 19, 1999 was made by George Neary, seconded by Bill Murphy, passed.

II Treasurer's Report- Bill Murphy

- ◆ The financial statement was not available.
- ◆ DHT's new auditor Fritz Grant is completing the final draft for the year-end audit. The audit will be a "clean" audit. Along with the audit Mr. Grant sent a "Management Letter" which contained suggestions on how we can make improvements. One of the suggestions was that we purchase the "Quick Book" system, at a cost of approximately \$150. Bill Murphy has offered to donate this system to DHT.
- ◆ Grants- Becky Matkov has submitted the following Grant applications:
 - A. Dade Heritage Days Grant to the Miami Dade Cultural Affairs Council requesting \$25,000. The council will meet September 23rd.
 - B. "Saving and Seeing Historic Sites" Grant submitted to the State Bureau of Historic Preservation for Heritage Tourism, requesting \$28,900- to be reviewed by the bureau in Nov.
 - C. Grant by the City for the Wagner Homestead to the Bureau of Historic Preservation requesting \$150,000 to be reviewed by the Bureau on October 5-7 in Tallahassee.
 Becky suggested that Enid Pinkney go to represent DHT on this grant request.
 Bill Murphy requested that Becky Matkov find out if the City will pay for a representative from DHT to go to Tallahassee. Richard Heisenbottle will also represent DHT on this grant proposal.
- ◆ Wagner Homestead, Lummus Park: Becky Matkov, Jeanette Poole, Enid Pinkney, and Krassi Ivanov [BAA Bus Tours] met with Al Ruder and Jose Casanova to discuss the possibility of a DHT Visitors Center at Lummus Park. The Executive Committee agreed that DHT needs to look into how such a project would be structured and how DHT can make money on this prospective venture. Enid Pinkney suggested that there be a "Community Meeting" to hear the "voice/opinion" of the community that surrounds Lummus Park. Becky Matkov is to contact Officer Carlos Saavedra for input and to help co-ordinate this meeting.

IV. Restoration Workshop: "Dollars and Sense of Restoration" Sept. 18th- Wyndam Hotel DHT partnered with the Miami Alliance for Historic Districts on this workshop- an action plan is being developed for a possible City Grant.

V. Revolving Fund Program- Thursday October 7th- U.M. Koubek Center- Wine and Cheese Reception Harriet Plyler, a Community Leader from Tampa, is going to present a slide show on how her small nonprofit organization established a \$20 Million revolving fund for the blighted Tampa Heights Neighborhood. Bill Murphy is looking into Northern Trust hosting a luncheon meeting of Miami Bankers on October 8th featuring Ms. Plyler as a speaker.

VI. Most Endangered List: George Neary Advocacy Chair unavailable for report.

VII. Miami Circle:

- A. Legal Issues were discussed- No motion made. The lawsuit goes to trial on Oct. 4th.
- B. Fundraiser Oct. 10th- Fairchild gardens- \$100 per person- DHT is mailing invitations to our mailing list.
- C. Press Conference Regarding Tax Bill- requesting National Funding for The Circle.
- D. Senator Bob Graham is seeking approval to incorporate the Miami Circle Site into the Biscayne National Park. DHT needs to get local politicians informed and involved in this plan.

VIII. Preservation Today Magazine-

Becky Matkov again requested Board assistance in selling ads.

There will be a list of Circle Contributors in the Magazine DHT has collected \$3,700 to date. This money will be presented at the Oct. 10th fundraiser.

IX. Building Bridges Fundraiser at the Deering Estate- March 18th

Possible Theme 'Building Bridges in the New Millennium'

Becky Matkov is to contact Governor Jeb Bush and Mayor Alex Penelas today to see if they will be able to attend this event as honorees. Becky is also talking with John Hinson of the Ocean Club regarding being a major sponsor for this event.

Luis Ajamil has agreed to chair this fundraiser. The committee needs more members. Rachel Parsons has agreed to serve on this committee.

X. Miami's Historic Neighborhoods Book-

Profiles are continuing to be sold. Hopefully the book will be ready for sale by the March 18th fundraiser.

XI. Dade Heritage Days- The meeting for participants in Dade Heritage Days is scheduled for October 13th at DHT Headquarters.

XII. DHT Joint Event with the Florida Trust-

There was general discussion regarding a possible joint event at the Bonnet House in Ft. Lauderdale to attract new members to the Florida Trust. ? Nov. or Jan.? There was no motion made regarding this event.

XIII. December Holiday Party- Becky Matkov is to look into potential homes and requested Board suggestions.

Rachel Parsons requested that Becky Matkov include a schedule of upcoming events at the end of DHT's Executive Committee and Board meeting agendas.

The meeting was adjourned.

Motion to accept the treasurer's report and to hire ACC Hall as DHT's Insurance carrier.
Moved: George Neary

Seconded: Jeanette Poole

Approved

III. General Discussion

1. A new grant is being submitted to the Cultural Affairs Council asking for \$25,000 for Dade Heritage Days. The current budget for Dade Heritage Days is \$184,000.
2. Jeanette Poole is to chair a committee to focus on fund-raising for Dade Heritage Days. Among plans to be discussed are combining DHT's "Building Bridges" fund-raising event with a Dade Heritage Days Kickoff event at the Deering Estate on March 18th, 2000.
There will be a Fund-raising Committee Meeting on August 23rd, at 5:30pm.
3. A new part time staff person has been hired for Special Events, Dade Heritage Days and Membership. Christina Miskis will be starting on August 23rd.
4. Becky Matkov is working on a Grant, which will be submitted, to the State Bureau of Historic Preservation. The grant will request funding to establish a DHT Website. The deadline for this application is August 30th. Donald Slesnick, Jr. has volunteered to work with Becky on this project. Future grant requests will focus on "Women's Heritage sites in South Florida- A Self-guided Tour".
5. Restoration Workshop on September 18th, 9am to 3pm, Wyndham Hotel- "The Dollars and Sense of Saving Historic Neighborhoods." Becky Matkov stated that this workshop is a "huge membership opportunity for DHT". She will be working with our membership co-ordinator to maximize this opportunity. Becky is also rewriting the press release for this restoration workshop, which will be ready for immediate release. DHT has secured the donation of one round trip airfare from US Airways for one of the three speakers for this event. DHT has committed \$1,500 for the "honorarium" for the three speakers and will purchase the two other plane tickets if necessary. The three speakers are Stanley Lowe, Howard Slaughter, and Scott Brown. U.S. Rep. Clay Shaw will give the opening address. Funding will come from the \$20,000 State Grant from the Bureau of Historic Preservation for the "This Old Florida Building" Restoration Workshops Grant.
6. Restoration Program on October 7th, 1999 with Harriet Plyler presenting her slide show on "Tampa Heights" at the UM Koubek Center. This program will be open to the public. The Koubek will be a Co-sponsor and will not charge DHT for the auditorium.
7. Bill Murphy is going to look into Northern Trust hosting a luncheon at which Harriet Plyler would address and educate bankers regarding establishing a revolving fund for restoration projects.
8. List of "Most Endangered Historic Sites"- George Neary-*** See attached List.
9. Florida Historic Tours- *** See attached Statement of Agreement- Becky is to meet again today with BAA to approve the statement, after which Tom Matkov has agreed to put the partnership agreement into a contract. George Neary again cautioned Becky to make sure that the Tour Company has all the appropriate insurance coverage.
10. Motion: For DHT to go ahead with the negotiations once the terms of the agreement are accepted.
Moved: George Neary
Seconded: Bill Murphy

Approved

- 11 **Preservation Today Magazine:** Becky Matkov again requested Board members to help in selling advertisement for the magazine. Deadline for ads is August 30th, for September publication.
- 12 **Miami Circle:** Gary Held is DHT's Miami Circle Chair- The Board requested that DHT write a letter of support for the county's request for two million dollars in park bond money. George Neary stated that DHT now needs to take the leadership role to help raise the funds to purchase the circle property. Of the Elizabeth Ordway Dunn grant of \$25,000, \$15,000 was to support DHT's efforts on behalf of the Circle, which include fundraising for its acquisition and preservation. The issue will go to trial in October, with 20 days after the jury award to pay the money. The Executive Committee asked Becky to meet with Gary Held to advise DHT on the best course of action.
- 13 **Preservation Today Newsletter-** Dolly McIntyre is working on the newsletter which is to go out on September 1st.
- 14 **Miami's Historic Neighborhoods Book-** George Neary is to meet with Becky Matkov and Barry Black to enhance the mailing list for prospective profile sales.
- 15 Annual evaluation of Staff- Enid Pinkney presented Becky Matkov, Executive Director, request for a 7% increase in salary, from \$42,000 to \$45,000 annually, and to for an increase of \$100 per month, from \$200 to \$300 per month, for insurance contribution.
- 16 Motion: To increase Becky Matkov's salary from \$42,000 to \$45,00 annually, and to readdress the increase in insurance contributions in six months.

Moved: Bill Murphy

Seconded: George Neary

Approved

Respectfully Submitted,

Rachel Parsons